

RADIOLOGY/REPORT POLICY

for Morris Family Chiropractic

Radiology (X-rays/MRIs): Dr. Morris does not require radiology for all patients. We do not do radiology (x-rays) in our office. As needed, we will refer you to a radiology center or lab to get the work done.

Due to time constraints, Dr. Morris does not go over radiology/lab reports/results over the phone. You will schedule an appointment so that images can be reviewed in-person. There will be additional “office visit” or “exam” charges with your review. Your insurance may or may not cover this fee. You are responsible for this cost. The fee \$20-\$85 (most will range from \$20-45).

(For special cases only, an after-hours phone consult can be done. This is not covered by insurance.)

RECORDS AND REPORTS: Due to the time-consuming nature of forms and reports (disability claim forms, accident claim forms, school forms, etc.) a patient may be charged for this time. This is not covered under insurance. Expect any reports (paperwork, etc.) to be completed in a minimum of 1 full week from the date that the paperwork was given to Dr. Morris. It may take longer due to high volumes of reports at the time.

Medical Records: You may request copies of your medical records. You will need to sign a form and give us time to gather these records. Please allow a minimum of 1 week. Under the HIPAA Privacy Rule, a covered entity must act on an individual’s request for access no later than 30 calendar days after receipt of the request. If the covered entity is not able to act within this timeframe, the entity may have up to an additional 30 calendar days, if it provides the individual – within that initial 30-day period – with a written statement of the reasons for the delay and the date by which the entity will complete its action on the request. See 45 CFR 164.524(b)(2). **A fee of \$.25 per page may be charged for anything over 10 pages.**

Patient’s Printed Name

Patient or Legal Guardian Signature

Date